



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

May 15, 2013

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Tim Poirier, James Roberson, and Dustin Tripp.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, HR Director/Town Clerk; Jimmy Overton, Finance Director; Chris Hills, Planning Director; Fred Boone, Town Engineer/Public Works Director; Keith Archambault, IT Administrator; Jeff Triezenberg, Senior Planner; Brian Bowman, Public Information Officer; Tim Guffey, Fire Chief; Richard Haynes, Police Sergeant.

Meeting called to order by Mayor Killen at 7:00 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Mayor Pro Tem Chalk.

ITEM I. ADOPTION OF AGENDA

...Motion by Councilor Poirier to adopt the agenda. Motion seconded by Councilor Tripp and carried unanimously.

ITEM II. APPROVAL OF MINUTES

May 6, 2013

**...Motion by Councilor Poirier to approve the minutes of May 6, 2013.
Motion seconded by Councilor Eddins and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

National Public Works Week
RES #13-05-15-001

Fred Boone, Public Works Director, requested Council adopt a resolution designating May 19th through May 25th Public Works Week in the Town of Knightdale.

**...Motion by Councilor Poirier to adopt Resolution #13-05-15-001.
Motion seconded by Councilor Eddins and carried unanimously.**

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

Nothing at this time.

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

None at this time.

ITEM VII. SET PUBLIC HEARINGS

A. AN-1-13 Panther Rock Boulevard Annexation
RES #13-05-15-002

Jeff Triezenberg, Senior Planner, presented a voluntary annexation petition for approximately 2.34 "satellite" acres belonging to Riverside Plantation, LLC and requested adopting a resolution to set the date of a public hearing for June 3, 2013.

...Motion by Councilor Roberson to adopt Resolution #13-05-15-002 setting the date of public hearing for June 3, 2013. Motion seconded by Councilor Eddins and carried unanimously.

B. AN-2-13 Panther Rock Park Property Annexation
RES #13-05-15-003

Planner Jeff Triezenberg presented a voluntary annexation petition for approximately 2.00 "satellite" acres belonging to the Town of Knightdale and requested adopting a resolution to set the date of a public hearing for June 3, 2013.

...Motion by Councilor Eddins to adopt Resolution #13-05-15-003 setting the public hearing for the Panther Rock Park Property Annexation for June 3, 2013. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

A. ZTA-3-13 Secondary Dwelling Units
ORD #13-05-15-001

Planner Jeff Triezenberg reviewed the zoning text amendment request to amend Chapter 2 (District Provisions) and Chapter 3 (Additional Use Standards) of the Unified Development Ordinance by removing text recently deemed unlawful in another jurisdiction, and narrowing the scope of where and what style of secondary dwellings may now be permissible in Knightdale. Mr. Triezenberg explained that in-law quarters would not be included in the definition of detached units.

Mr. Triezenberg noted the Land Use Review Board's suggestion of further research and agreed that may be necessary prior to bringing back before Council as another amendment.

Mayor Killen commented on recent legislation that would impact the ability of municipalities to govern the exterior appearance of homes and accessory dwellings but noted that passing this amendment is appropriate until we understand the impacts of House Bill 150.

...Motion by Councilor Tripp to adopt statement of plan consistency and reasonableness of action, to approve ZTA-3-13, and adopt ORD #13-05-15-001. Motion seconded by Councilor Poirier and carried unanimously.

B. ZTA-7-12 Rutledge Landing Request to Amend Collector Street Plan

Planner Jeff Triezenberg reported that no new information has been received regarding the removal of Rutledge Landing Drive Collector and recommended continuing the case until the June 19, 2013 Town Council meeting.

...Motion by Councilor Eddins to continue Case ZTA-7-12 until regular meeting of June 19, 2013. Motion seconded by Councilor Roberson and carried unanimously.

C. Construction Projects Update

Town Engineer Fred Boone reported progress on projects including First Avenue, Second Avenue Resurfacing, Knightdale Park, and Mingo Creek Greenway.

ITEM X. NEW BUSINESS

A. Tax Collection Report

Jimmy Overton, Finance Director, requested the Town approve the delinquent tax report as shown in summary on the related staff report for 2012 and authorize Wake County to pursue collecting outstanding taxes as well as levy and collection of 2013 taxes.

...Motion by Councilor Tripp to approve delinquent tax report for 2012 Levy and authorize Wake County Revenue Director Marcus Kinrade to pursue any and all legal methods of collecting outstanding taxes and to authorize Marcus Kinrade to levy and collect 2013 tax levy for fiscal year ending June 30, 2014. Motion seconded by Councilor Roberson and carried unanimously.

B. Online Merchant Card Services

Finance Director Jimmy Overton reported that the Town received two proposals for accepting and processing online credit card payments and recommended using Rec Pro for Parks and Recreation Activities only and Federal Payments as the gateway for online payments.

Council directed staff to pursue further options and make a recommendation for the best option for online merchant card services to collect Parks and Recreation fees.

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Tripp reported the committee has finished reviewing the Accessory Use Structure Ordinance and will be forwarding the proposed Zoning Text Amendment to Council for consideration in June. The committee also discussed changes to the Water Allocation Policy and those items should be coming before Council in June or July.

B. Finance

Mayor Pro Tem Chalk reported continued budget discussions and plans to hold the public hearing June 3, 2013.

Council discussed the potential COPS Grant not being included in the proposed budget but could be amended if awarded.

C. Public Safety

Councilor Eddins reported the return of the fire ladder truck.

Councilor Eddins extended a personal invitation to Johnny Whitfield of the Eastern Wake News to attend the next committee meeting in light of his recent newspaper article.

D. Nominating

No report.

E. Liaison Reports

No report.

Mayor Killen reported the Town's Branding Committee would meet later in the week to review proposals and will soon make a recommendation of award to Council.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

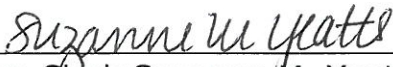
...Motion by Councilor Poirier at 7:48 p.m. to enter closed session to discuss pending litigation. Motion seconded by Councilor Tripp and carried unanimously.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Eddins to adjourn at 8:10 p.m. Motion seconded by Councilor Tripp and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts